

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT General Services	(2) MEETING DATE 9/25/2012	(3) CONTACT/PHONE Richard Howell, General Services (805) 781-5205 Dean Benedix, Public Works (805) 781-5267	
(4) SUBJECT Request to approve and authorize General Services to sign a Work Order to an existing agreement with Reynolds Smith & Hills California, Inc. (RS&H) in the amount of \$100,770.16 for engineering and environmental documentation services for a drainage study at the Oceano County Airport (L52), District 4.			
(5) RECOMMENDED ACTION It is recommended that the Board approve and authorize General Services to sign a Work Order with RS&H in the amount of \$100,770.16 for engineering and environmental documentation for a drainage study associated with the Oceano County Airport (L52) and Highway 1 & 13 <sup>th</sup> Street Drainage Improvement Project (Project) in Oceano.			
(6) FUNDING SOURCE(S) FAA, Airport Local, State Aid USHA	(7) CURRENT YEAR FINANCIAL IMPACT \$100,770.16	(8) ANNUAL FINANCIAL IMPACT \$0.00	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. _____) <input type="checkbox"/> Board Business (Time Est. _____)			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input checked="" type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR)  19001201		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: <input checked="" type="checkbox"/> 4/5th's Vote Required <input type="checkbox"/> N/A	
(14) LOCATION MAP  Attached	(15) BUSINESS IMPACT STATEMENT?  No	(16) AGENDA ITEM HISTORY  <input type="checkbox"/> N/A Date <u>9/6/11, 5/8/12, 8/28/12</u>	
(17) ADMINISTRATIVE OFFICE REVIEW			
(18) SUPERVISOR DISTRICT(S) District 4 -			

# County of San Luis Obispo



TO: Board of Supervisors

FROM: General Services

Richard Howell, General Manager, Airport Services

VIA: Dean Benedix, Public Works, Utilities Division Manager

DATE: 9/25/2012

SUBJECT: Request to approve and authorize General Services to sign a Work Order to an existing agreement with Reynolds Smith & Hills California, Inc. (RS&H) in the amount of \$100,770.16 for engineering and environmental documentation services at the Oceano County Airport (L52), District 4.

## **RECOMMENDATION**

It is recommended that the Board approve and authorize General Services to sign a Work Order with RS&H in the amount of \$100,770.16 for engineering and environmental documentation associated with the Oceano County Airport (L52) and Highway 1 & 13<sup>th</sup> Street Drainage Improvement Project (Project) in Oceano.

## **DISCUSSION**

On September 6, 2011, your Board approved a Master Contract with RS&H for Aviation General Consulting Services to the Airport. Included in the scope of this contract were provisions for RS&H to provide planning services to the County for issues relating to both Airports in the County Airport System. Provisions of the Master Contract provide for individual work orders for specific projects to be issued in accordance with County Purchasing Policies.

On May 8, 2012, your Board received a project update and authorized Public Works to begin the design phase of the 13<sup>th</sup> Street drainage project in Oceano. One element of the Project involves use of Oceano County Airport (L52) property, shown on Exhibit "B", and will require approval of a Drainage Study, NEPA documentation and a modified Airport Layout Plan (ALP) by the Federal Aviation Administration (FAA). Working together, the Airport Services Division and Public Works Department concluded the most cost-effective manner to complete the FAA process would be for Airport Services to execute a Work Order with RS&H.

After the Board update, the FAA significantly expanded the Drainage Study scope from a compilation of existing drainage information into an Oceano Airport Drainage Study in FAA format with specific mapping and drainage modeling requirements. They also indicated partial funding for the Study might be available through a FAA Airport Improvement Program (AIP) grant. To determine cost impacts and start the grant process, RS&H provided a Scope of Work and Fee Schedule, attached as Exhibits "C" & "D", to prepare the Drainage Study and other FAA required documents. The expanded FAA Drainage Study requirement added approximately \$52,000 to the RS&H Fee Schedule beyond

the \$48,000 originally planned as part of the May 8, 2012 update.

On August 28, 2012, your Board authorized Airport Services to submit and accept an FAA AIP grant for a drainage study encompassing the work described above at L52. Since timing of the grant award is uncertain and the overall Drainage Improvement Project schedule is being impacted, Airport Services and Public Works believe it is necessary to advance work on the FAA required items prior to the grant award. Beginning work at this time does not jeopardize grant funding and preliminary discussions with FAA personnel indicate that award of the grant will be successful.

In order for RS&H to begin preparation of the engineering and environmental documentation at L52, it is the joint recommendation of Airport and Public Works that the Board of Supervisors approve and authorize General Services to sign a Work Order with RS&H in the amount of \$100,770.16 for the Oceano County Airport Drainage Study and Environmental Documentation with the understanding that the Public Works Department is committed to funding the project and would be reimbursed by the FAA grant proceeds and Airport local share once the AIP grant is awarded.

### **OTHER AGENCY INVOLVEMENT**

Preparation of the FAA required items will involve the FAA, the Environmental Division of Planning and Building, Caltrans, California Coastal Commission and County Counsel.

### **FINANCIAL CONSIDERATIONS**

Estimated costs and funding sources for the Work Order are summarized below. Proposed funding for this Work Order will be through Public Works and General Services Agency – Airport Services with project oversight by both departments.

The proposed compensation for the Work Order between General Services and RS&H is \$100,770.16, to be funded in the following manner:

<b>Funding Source</b>	<b>Amount</b>	<b>Source</b>
FAA Grant	\$25,384.00	Airport Improvement Program
Airport Local Share to AIP Grant	\$2,820.00	Airport Enterprise Fund
State Aid – Urban State Highway Account (USHA)	\$72,566.16	Public Works Road Fund – WBS 300465
<b>Total</b>	<b>\$100,770.16</b>	

Airport Services has received initial notice that the above referenced grant will be funded. However, as time is of the essence, work needs to begin in advance of the grant award. It is the intent of Airport Services to reimburse Public Works for preparation of the drainage study once the FAA grant is awarded. The anticipated reimbursement amount will be \$28,204.00 which reflects the FAA grant request of \$25,384.00 and a local match of \$2,820.00. Should, for any reason, the grant not be awarded, Public Works will fund the project in its entirety.

The Oceano Drainage Improvement Project is a multi-year project budgeted in the Public Works Department – Roads Fund for FY 12/13 in the amount of \$1,202,360. Funding for the project is from several sources, including San Luis Obispo Council of Government (SLOCOG) – Urban State Highway Account (USHA), and Regional State Highway Account (RSHA), and Community

Development Block Grant (CDBG). No budget adjustment is necessary at this time.

Please see Exhibit “A” for an estimated cost breakdown of the project. Staff is exploring additional revenue sources to manage the project revenue shortfall.

## **RESULTS**

This recommended action provides direction and resources necessary to continue implementation of the Oceano Drainage Improvement Project at Highway 1 & 13<sup>th</sup> Street, thereby contributing to a safer, healthier and more livable community.

## **ATTACHMENTS**

1. Vicinity Map
2. Exhibit A - Estimated Budget and Funding Sources
3. Exhibit B - Oceano County Airport (L52) Property
4. Exhibit C - RS&H Scope of Work
5. Exhibit D - RS&H Fee Schedule